

Gilman Library Trustees Meeting Minutes

September 20, 2011

Called to order 2:05 PM

Attendance : Linda Hess, Ruth Arsenault, John Pohas and Holly Brown.

Linda made a motion to accept the minutes from the previous meeting, dated August 16, 2011 as read. Seconded by Ruth. Motion carried.

The Treasurer's Report was noted and placed on file as follows;

Checking \$35,546.40

Money Market \$26,007.50

Building Fund \$11,035.53

Nancy Jordan Memorial Book Fund \$1,178.66

Linda made a motion to accept the Policy for Access to Electronic Information, Services and Networks. Seconded by Ruth. Motion carried.

Trustees reviewed an offer to purchase an ad in the Prospect Mountain High School 2012 Yearbook. The offer was declined.

There was some discussion regarding adding Fax Services to the list of services our library provides. Holly will acquire more information regarding an additional phone line to meet the needs of the community without tying up the main phone line. More discussion will follow.

John indicated that the dead tree located at the edge of the back parking lot will be taken down by White Mountain Tree Service on Monday, 9/26/2011. Giguere Electric is also scheduled to work on the light located in the parking lot on that same day. John will be meeting them here at the library. John will also set all interior thermostats when he is here on that day. He will all ask Giguere Electric about the possibility of updating and rewiring the heat tape in an effort to make it more efficient and to save electricity. More discussion will follow.

As per discussion with Ruth, 9/20/2011, the local Boy Scout Troup, lead by Dawn Wallace, will be weeding/closing the Friendship Garden on Monday, 10/03/2011.

John volunteered to complete the following projects. He will submit bills for any materials used;

Repairing the broken cane on the antique chair.

Fixing the base cover on the book drop.

Re-conditioning the sign located on the front lawn.

John will contact a gutter company to repair and secure the gutters located at the front of the building. More discussion will follow.

Holly will submit a work order to Alton Parks & Recreation/Grounds & Maintenance to repair the columns located at the front of the building. John's phone number will be included with the work order so that they can set up time to discuss the project. More discussion will follow.

Gilford Well will be asked to winterize/ shut down the sprinkler system. This will be done each year anytime after the first week after Labor Day. Any equipment will be stored in the mechanical room here at the library.

Meeting adjourned 3:50 PM

Respectfully Submitted,

Holly Brown/Library Director